



**Request for City Council Committee Action
From Community Planning and Economic Development Department**

Date: February 26, 2003

To: Community Development Committee

Referral to: none

Subject: Focus Minneapolis/CPED

Recommendation: Receive and file status report

Previous Directives: Original resolution passed September 13, 2002 included various staff directives and report dates; subsequent directives addressed the development of legislation (November) and community development strategic planning (December).

Prepared or Submitted by: Jeff Schneider, CPED Project Manager, 673-2047

Approved by: Lee Sheehy, Interim Director CPED

Presenters in Committee: Jeff Schneider, CPED Project Manager

Financial Impact (Check those that apply)

- ☒ No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)
- ☐ Action requires an appropriation increase to the Capital Budget
- ☐ Action requires an appropriation increase to the Operating Budget
- ☐ Action provides increased revenue for appropriation increase
- ☐ Action requires use of contingency or reserves
- ☐ Other financial impact (Explain):
- ☐ Request provided to the Budget Office when provided to the Committee Coordinator

Community Impact

Neighborhood Notification: N/A
City Goals: N/A
Comprehensive Plan: N/A
Zoning Code: N/A
Other: N/A

This is a bi-weekly status report on Focus Minneapolis and CPED.

Follow-up to January 24 and February 7 Study Sessions

The second meeting of the Ad Hoc Advisory Group on MCDA Housing Program Implementation was held on Thursday, February 20. The group continued its work to look at MCDA Housing lines of business, outcomes and resources and the potential for change. The group will hold two more meetings: Wednesday, March 5 (3:00 to 5:00) and Wednesday, March 19 (12:30 to 2:30).

The first meeting of the Ad Hoc Advisory Group on MCDA Economic Development Program Implementation occurred on Wednesday, February 26. The group's charge is to look at the MCDA's economic development lines of business, outcomes and resources and to suggest changes in the way the MCDA does economic development. The group will break into three sub-groups looking at jobs, neighborhood development and downtown development. The group hopes to complete its work by the end of March.

The comments from the two study sessions, and from the focus groups will be used to inform future CPED priorities in several ways:

- in the short term, to prepare revisions to the CPED/MCDA 2003 work plan;
- to prepare objectives and outcome measures for the housing and economic development goals as part of citywide strategic planning; and
- to inform the 2004-2008 CPED/MCDA business plan.

The staff response to the "parking lot" list of questions and directions from both study sessions will be distributed during the first week of March.

CPED Organization Decisions

The staff report regarding CPED's relationship to Regulatory Services, Health & Family Support, and the City Coordinator was discussed at a joint meeting of Community Development and Ways & Means/Budget Committees on February 24th. The two committees voted to approve the staff recommendation to keep CPED and Regulatory Services as separate departments with common oversight by the City Coordinator, and to transfer METP from the Health Department to CPED. In the meeting, both John Berquist and Lee Sheehy clearly stated that the two agencies are committed to a high level of cooperation and coordination through increased communication, case management, the One Stop Shop, and integrated business processes. Council action on this item was pending at the time this report was written.

A separate report from the NRP/City Joint Working Group on Focus Minneapolis was distributed to the NRP Board and to the Mayor and City Council this week. This report will be reviewed further by the two entities in coming weeks.

Additionally a staff team has just been formed to review all of the City's current citizen engagement efforts. It is being facilitated by the Planning Department, and is expected to have this review completed in approximately one month.

One Stop Shop

Fire Inspections Integration: Providing additional space for 11 Fire Inspectors at the Public Service Center is on hold pending LGA decisions that will impact the space needs of departments in the PSC and other city facilities. Meanwhile, planning for additional office space and equipment is underway with Public Works.

Integrated Workflow Management System: Presentations of the workflow management system have been made to the CPED Committee and Planning Department's Development Review staff. Work continues on mapping processes in Construction Inspections Services (Inspections Division), and establishing addressing standards and processes with the interdepartmental Site Identification/Addressing Team. Meetings have been held with MCDA technical staff on project planning. The Land Data Quality Project is making progress on cleaning up the City's parcel inventory and zoning data.

The Interim One Stop Shop is on schedule. However, final decisions on the Fire Plan Review transition and Public Work's participation may be delayed until space needs are considered in light of potential budget cut backs and layoffs. Parking for the Interim One Stop Shop is proceeding with Police and Public Works involvement. A proposal will be presented to the FSAM Committee, March 12th.

In addition to the above activities, John Berquist, Chuck Lutz, and Chuck Ballentine met to discuss opportunities for new staffing arrangements with the One Stop Shop. Each will further analyze work and meet again to look for staffing efficiencies.

Project & Plan Approval Processes

This analysis is being done by a team chaired by the Planning Director. The team will be reviewing both administrative and policy approval processes in order to streamline where possible. The Clerk's Office was asked to review recent Council committee agendas as a baseline to identify how different kinds of items flow through the Council process. A team meeting is scheduled for Friday, February 28th to discuss the Clerk's data and possible recommendations. Recommendations could include modifying the number of Council committees and/or the process by which projects and plans flow through the existing committees. Department heads have been asked to identify a list of potential matters that could, within approved policy parameters, be approved administratively rather than by Council action.

Boundary Commission

This team is also being chaired by the Planning Director. The first meeting of the Boundary Commission to review the various city service district boundaries was held on February 21. Representatives from Police, Fire, Planning, Public Works, MCDA, and NRP met to compare their respective service districts. Departments were asked to provide an electronic file to Planning for comparative mapping and an explanation of service district purpose.